



**Local Development Finance Authority
of the Cities of Adrian and Tecumseh**

Wednesday, July 12, 2017 at 7:00 pm

AJ Smith Recreation Center- Tecumseh

810 N. Evans Street

Tecumseh, MI 49286

AGENDA AND NOTICE OF MEETING

- I. Call to Order
- II. Establishment of a Quorum
- III. Approval of the Agenda
- IV. Approval of the February 23, 2017 Meeting Minutes
- V. Audience: Items on the Agenda
- VI. New Business:
 1. Recommend FY 2017-2018 Adrian-Tecumseh LDFA Budget to the Adrian City Commission and Tecumseh City Council [Action]
(Shane Horn- City of Adrian and Dan Swallow- City of Tecumseh)
 - Estimated Property Tax Capture
 - Proposed Expenditures
 2. Appointment of Officers for FY 2017-2018 [Action]
 - A. Chairperson
 - B. Vice-Chairperson
 3. Coordination of Entrepreneurial Support Programs [Discussion]
(Jim Van Doren - Lenawee Now)
 4. Status of Vision Lenawee- County Strategic Planning Efforts [Discussion]
(Dan Swallow- One Lenawee/City of Tecumseh)

5. Set Next Meeting Date(s)

[Action]

VII. Audience: Items not on the Agenda

VIII. Adjournment

Attachments: Proposed FY 2017-2018 Adrian-Tecumseh LDFA Budget
Summary of Community Visioning Forums

Local Development Finance Authority of the Cities of Adrian & Tecumseh

Agenda Item Review Form



Agenda Item Number: New Business #1	Submitted by: Adrian and Tecumseh City Staff
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Item:
Recommend FY 2017-2018 Adrian-Tecumseh LDFA Budget to the Adrian City Commission and Tecumseh City Council

Summary:

In accordance with Michigan Public Act 281 of 1986, the Local Development Financing Act, the LDFA Board may adopt a budget for the ensuing fiscal year, after that budget has been approved by the governing body (ies). The relevant Section of the Act (Sec. 19) is provided below.

Due to the fact the actual TIF capture for the affected properties was uncertain until recently, the Adrian City Commission and Tecumseh City Council have yet to approve a proposed budget. Additionally, staff felt it would be appropriate for the LDFA Board to review the proposed budget first, and make a recommendation to the Adrian City Commission and Tecumseh City Council. The final budget approved by the governing bodies will be then be returned to this Board for adoption. Based on the TIF estimates prepared by the City of Adrian, the estimated revenues will be \$36,430. Staff is recommending a majority of this funding be allocated to the "A-Team Analysts," which is the business and entrepreneurial support program at Lenawee Now made up of predominantly college interns. Staff is also recommending that some funding be identified for expert consultants and marketing.

Sec. 19.
(1) The director of the authority shall prepare and submit for the approval of the board a budget for the operation of the authority for the ensuing fiscal year. The budget shall be prepared in the manner and contain the information required of municipal departments. Before the budget may be adopted by the board, it shall be approved by the governing body. Funds of the municipality shall not be included in the budget of the authority except those funds authorized in this act or by the governing body.

Recommendation:

RESOLUTION

to recommend the proposed FY 2017-2018 Adrian-Tecumseh LDFA Budget to the Adrian City Commission and the Tecumseh City Council in the form of the attached tables.

Motion By: _____

Supported By: _____

Motion Approved: Yes No

Notes:

Signature
Shane Horn
Digitally signed by Shane Horn
DN: cn=Shane Horn, o=City of Adrian, ou=City Administrator, email=shorn@adrianmi.gov, c=US
Date: 2017.05.05 14:45:10 -04'00'

Signature
Daniel E. Swallow
Digitally signed by Daniel E. Swallow
Date: 2017.05.04 15:47:40 -04'00'

Signature

Chairperson
City Administrator

City of Adrian

City Manager

City of Tecumseh

Date
05/05/2017

Date
05/04/2017

Date

Revenue: 2017 - 2018

	2017-2018
Revenues	
Local Adrian	\$20,327
Local Tecumseh	\$0
School Tax	\$16,103
TOTAL REVENUES	\$36,430

Expense: 2017-2018

		2017-2018
	A-team Analysts	\$24,000
	Expert Consultants/Technical Assistance	\$5,000
	Marketing	\$2,000
	Training for Analysts	\$500
	Admin	Zero
<u>EXPENDITURES</u>		\$31,500
	<u>Reserves (Up to 15%)</u>	\$4,930
	<u>TOTAL</u>	\$36,430

- Analysts are part of a Business Acceleration Team comprised of student staff both paid and those working for school credit.
- Expert Consultants/Technical Assistance are used for specialized work that cannot be completed using free services.
- Marketing: promotion of 5 by 5 entrepreneur competition, Lenawee Angel Fund, and entrepreneurial services
- Analyst training to help ensure growth and development.
- City of Adrian, City of Tecumseh, Lenawee Now will forgo Admin fees during initial year of TIF capture.

Local Development Finance Authority of the Cities of Adrian & Tecumseh

Agenda Item Review Form



Agenda Item Number: New Business #2	Submitted by: Adrian and Tecumseh City Staff
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Item:
 Appointment of Officers for FY 2017-2018

Summary:

The By-Laws for the Adrian-Tecumseh LDFA stipulate that the Board shall annually designate one of its members as Chairperson and one of its members as Vice-Chairperson. The relevant section of the By-Laws, Section 2., is provided below. In the interest of maintaining representation from both the City of Adrian and the City of Tecumseh, and maintaining consistency during the early development of the Board; staff inquired if the current officers would be interested in being reappointed. Jackson L. Baker, Mayor, City of Tecumseh has stated an interest in continuing as Chairperson; and Hon. Margaret Noe, Judge, has stated an interest in continuing as Vice-Chairperson.

Section 2.
 The fiscal year of the Authority shall begin on July 1 of each year and end on the next succeeding June 30. The board annually at its regular meeting shall designate one of its members as chairperson and one of its members as vice chairperson. The officers so elected, or re-elected, shall serve a term of one (1) year or any part thereof as may be determined, and until a successor is designated. No term of office created under this section shall extend beyond the term of the member designated.

Recommendation:

RESOLUTION

A. to appoint _____ as Chairperson for a term of one year, to expire June 30, 2018.

B. to appoint _____ as Vice-Chairperson for a term of one year, to expire June 30, 2018.

Motion By: _____

Supported By: _____

Motion Approved: Yes No

Notes:

Signature
Shane Horn
Digitally signed by Shane Horn
 DN: cn=Shane Horn, o=City of Adrian, ou=City Administrator, email=shorn@adrianmi.gov, c=US
 Date: 2017.05.05 14:43:30 -0400

Signature
Daniel E. Swallow
Digitally signed by Daniel E. Swallow
 Date: 2017.05.04 16:02:51 -0400

Signature

Chairperson
 City Administrator

City of Adrian

City Manager
 City of Tecumseh

Date
 05/05/2017

Date
 05/04/2017

Date



CREATING A VISION FOR LENAWEЕ

From January through March 2017, MSU Extension facilitated civic forums across Lenawee County to gather input from residents to shape a countywide strategic plan. Forums took place in Blissfield, Cambridge, Hudson, Adrian, Tecumseh, and Morenci. Almost 250 Lenawee County residents attended these forums and provided valuable input. Over 150 students attended a special forum for high school students, and an additional two forums gathered input specifically from college students, one each at Siena Heights University and Jackson College.

Participants at each forum took part in facilitated discussions that asked them to identify Lenawee County's strengths, as well as challenges facing the county and its residents. They then brainstormed possible opportunities to enhance those strengths or address the challenges. Finally, facilitators asked participants to envision their ideal future for Lenawee County and describe what would be different about it.

Based on the feedback from the community the following priority areas have been identified. The intent would be for each priority area to identify several things that can be accomplished in the short-term (12-24 months) and long-term (24-48 months). Each group would have at least one liaison from The One Lenawee Steering Committee. Timelines and action plans would be developed by each focus group.

1. **Placemaking – Arts/Culture and Natural Resources** – These are several strengths identified during our community forums. Collectively looking at these strengths can focus group define these better and identify some short-term and long-term projects that will strengthen these more for our community.
2. **Communication/Collaboration** – Collaboration came up often during the community forums. It was determined that we (as a community) need to better communicate the great collaborative work already being done.
 - How do we communicate better?
 - Are there areas where more collaboration should take place?
 - Start work on drafting a Vision Statement
3. **Workforce Development** – How do we enhance Lenawee's economic stability, help provide individuals with the opportunity for a sustainable livelihood and provide a skilled/trained workforce to our business community/partners.

4. **Promotion/Marketing** – How do we better promote and market the Greater Lenawee Community? What do we market and promote?

5. **Lifestyle Choices** – How do we become a “healthier community”? What steps can Lenawee take to reduce the use of un-prescribed drugs? What other areas of lifestyle choices need to be addressed in Lenawee?

6. **Infrastructure** - Infrastructure is the foundation upon which all economic development takes places and thrives. Because of this, investments in infrastructure lay the groundwork for not just improved community facilities and structures, but also for economic growth. Areas focused on during community forums:
 - Roads
 - Public Transportation
 - High Speed Internet (broadband)

7. **Entrepreneurship** – Entrepreneurship is the capacity and willingness to develop, organize and manage a business venture along with any of its associated risks. What is Lenawee currently doing to support this type of activity? What can Lenawee do to drive more entrepreneurship activity?